

**MINUTES**

**Village of Lytton Regular Council Meeting 7:00 p.m. Monday, March 23, 2009  
at the Council Chambers, 380 Main Street, Lytton, BC**

**PRESENT:**

Mayor Lightfoot  
Cnclr Steer  
Cnclr Robertson

CAO Hay  
CO Harrison

**ABSENT:**

Cnclr McKay  
Cnclr Polderman

- 1) **REGULAR MEETING OF COUNCIL** - Call to Order at 7:00pm
- 2) **ADOPTION OF AGENDA** - March 23, 2009 Additions: Snow Removal Bylaw and Policy, Community Heritage Grant, Strategic Community Investment Funds, Firehall Reserve

**Cnclr Robertson moved, and  
Cnclr Steer seconded;**

**09/53 "That the agenda be adopted as amended". Carried Unanimously**

- 3) **ADOPTION OF MINUTES** – Minutes of Regular Council Meeting March 09, 2009, An amendment required for resolution 09/48.

**Cnclr Steer moved, and  
Cnclr Robertson seconded**

**09/48 "That the minutes of the march 09 meeting be accepted as amended." Carried Unanimously**

- 4) **DELEGATION** – None
- 5) **BUSINESS ARISING FROM PREVIOUS MINUTES** – Portable Ultrasound Unit for Lytton Health Care – Emergency Unit. Some discussion on current balance in Kamloops health care fund.

**Cnclr Steer moved, and  
Cnclr Robertson seconded;**

**09/55 "That the Village forward \$2000.00 from the Kamloops Foundation Health Fund to the Village Hospital Board to assist in the purchase of a portable ultrasound unit." Carried Unanimously**

- 6) **NEW BUSINESS** – Annual LGMA General Meeting – CAO gave update, some discussion  
– Clinton Western Heritage Parade 2009 – some discussion, Cnclr Steer indicated some interest in attending.

- **Aspen Planers Ltd Letter** Regarding NRFL A81521 – some discussion on general tone of letter.

- **Referral on Proposed Disposition of Property at 844 Main Street, Lytton, BC Old Hospital site)** – some discussion. – CAO will produce letter for IHA.

- **The Big Green Box – Battery & Electronics Recycling** – some discussion, , cost deemed too high for size of box.

- **Lights Out Across Canada** For Earth Hour March 28, 2009 – some discussion, for information,

**Cnclr Steer moved, and  
Cnclr Robertson seconded;**

**09/56 “That the Village support Lights Out Across Canada”. Carried Unanimously**

- **TNRD Backyard Composters** – some discussion. Village will need some system to store and distribute the composters, collection of money, etc. CAO will address the issue with TNRD.

- **Gold Country Communities Society Annual Meeting –**  
Wednesday, April 15, 2009 – some discussion, for information.  
Mayor will research the signing of original document

- **New Pathways to Gold** - some discussion on original contract.

- **Canadian Heritage Fund Grant** – Some discussion

**Cnclr Steer moved, and  
Cnclr Robertson seconded;**

**09/57 “That the Village support the application for the Canadian Heritage Grant, and that the funding be for the Lytton River Festival”. Carried Unanimously**

- **Travel Funds, SILGA Conference** – Some discussion

**Cnclr Steer moved, and  
Cnclr Robertson seconded;**

**09/58 “that public funds be made available to pay for travel and lodging expenses for any Councillor who wishes to attend the SILGA Conference Carried Unanimously**

## **7) ADMINISTRATIVE MATTERS**

a) **Correspondence for Information** - as per list attached. - for information

b) **Administrator Report** - **Volunteer Dinner** – Update -

- **Greyhound Bus Service** – Update as per report

- **Host Province Mark** - CAO will research information on the size of the mark, for website purposes.

- **BC Assessment** - BC Assessment representative will be here for the 11 May meeting.

update  
- **Emergency Program Coordinator – CAO**

**Development – CAO update**  
- **Grant Application for Community**

from LFN and The Village drafted.  
- **Fencing at Entrance to Foot Bridge – letter**

- **Cross Walks & Line Painting – quote rec'd.**

**Cncir Robertson moved, and  
Cncir Steer seconded**

**09/59 “That village accept the quote from Black & White to have the pavement lines painted. Carried Unanimously**

- **School Lands** - letter being sent in support.

**c) Finance/Corporate Officer Report - Financial Declarations – update on submission of election financing declarations.**

- **Water & Sewer Rates – Memo presented with suggestions on revisions of the Fees and Charges Bylaw respecting rates charged to users for the 2009 calendar year.**

**Cncir Steer moved, and  
Cncir Robertson seconded;**

**09/60 “That the Village Fees and Charges Bylaw as it relates to water and sewer fees for water and sewer users in the Village be amended to reduce the 2009 charges currently in place by \$20.00 respecting single family sewer fees, and by \$10.00 respecting single family water fees with other rates as listed in the schedule adjusted accordingly”.  
Carried Unanimously**

- **Fees & Charges – Gathering of information by Staff for outside agencies** - Memo submitted to Council recommending that the fees and charges bylaw be amended to include provisions to allow Village staff to charge an hourly rate for work not currently listed in the fees and charges bylaw. The suggested rate is \$50.00/hour, charged to the nearest quarter hour.

**Cncir Robertson moved, and  
Cncir Steer seconded;**

**09/61 “That the fees and charges bylaw be amended to include a fee of \$50.00 per hour, to the nearest quarter hour, at \$12.50 per quarter hour, to be charged to outside agencies for administrative work performed by Village staff”. Carried Unanimously**

- **Surpluses and Reserves** – some discussion, Council members made several suggestions respecting the investing of Village surplus and reserve funds, and these will be carried out by the Financial Officer.

- **Strategic Community Investment Fund** - Resolution in Council required to accept and sign agreement.

**Cnclr Steer moved, and  
Cnclr Robertson seconded**

**09/62 “That the Village accept and the Corporate Officer sign the Strategic Community Investment Fund agreement.” Carried Unanimously**

**d) Public Works Report** - Work at the Waste Water Treatment Plant Completed –

- Continuing the Capital Assets Inventory

**e) Fire Department Report** – Meeting at the End of March\First Part of April 2009 -  
some discussion

5 min break 7:55pm  
Meeting reconvened 8:00pm

**8) BYLAWS/POLICIES** - **Cemetery Bylaw (Bylaw No. 610, 2009)** - for  
fourth reading.

**Cnclr Robertson moved, and  
Cnclr Steer seconded**

**09/63 “That the Cemetery Bylaw no. 610, 2009 be given fourth reading and passed into law.”  
Carried Unanimously**

- **Snow Removal Bylaw (Bylaw No. 611, 2009)** -  
for first reading

**Cnclr Steer moved, and  
Cnclr Robertson seconded;**

**09/64 “That Snow Removal Bylaw no. 611, 2009 receive first reading.” Carried  
Unanimously**

Corporate Officer will forward a copy of the proposed bylaw to Murdy & McAllister law office for perusal and clarification of legality of property tax provision in sec. 9.

- Snow removal policy 3005B – for motion

**CncIrr Steer moved, and  
CncIrr Robertson seconded;**

**09/65 "That Snow Removal Policy # 3005B be adopted as presented", Carried Unanimously**

**9) COUNCIL REPORTS**

**Councillor McKay:** absent

**Councillor Polderman:** absent

**Councillor Robertson:** no report

**Councillor Steer:** Spoke briefly on his attendance at the LAWS annual meeting and gave a short explanation of plans of society has for the near future.

**Mayor Lightfoot** - Update to Council on sub-regional governance meeting held this day, that the year end is March 31, and a report will be completed by Dave Morris, Kelowna, the facilitator by 31 march. Representatives from Siska, Nicomen, and Lytton First Nations were represented as well as the Village. Plans are being developed to continue the discussions after the Provincial grant ends. She also advised Council that the second Medical Doctor promised the Village will not be coming. She will be going to Clearwater Friday 27 March for two days to attend the health conference on how to attract M.D.'s to small communities. Volunteer dinner was discussed generally,

**10) CALENDAR OF EVENTS** - Attached – for information, CAO away for one week during April.

**11) ADJOURNMENT**

**CncIrr Robertson moved, and  
CncIrr Steer seconded;**

**09/66 "That the regular meeting of Council be adjourned" Carried Unanimously 8:36pm**

  
MAYOR

  
CORPORATE OFFICER